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To: All Training Officers of the Agency

During November the Office of Training will present two unscheduled Writing Workshops:

Writing Workshop (Intermediate) 4 - 2 November
Monday & Wednesday

The prerequisite for the Intermediate Workshop is either completion of the Basic course or qualifying results on the pretest. The pretest is given on the last Monday of each month and may be scheduled by calling extension [REDACTED]

To register for either Workshop, call extension [REDACTED]
A Form 73 should be submitted.

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1. This document is part of an integrated file. If it is separated from the file it must be re-integrated into the file.